WEST VIRGINIA NURSES PAC retreat

Minutes 6/2/2018

WVNPAC board call (9 members in attendance)

Absent 1 BOT WVNPAC Heather Tully

2/26/2018, 5/1/2018- LAST RECORD MINUTE REVIEWED

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| TOPIC | DISCUSSION | MOTION/ACTION | | RESPONSIBILITY | TIME FRAME | | | DATE  COMPLETED |
| Call to Order | Joyce Wilson | WVNPAC | | JW | 6/2/2018 | | | 6/2/2018 |
| Roll Call  PAC board: | Joyce Wilson (JW)  Beth Baldwin (BB), Angy Nixon (AN) ,  Ex officio:  Sam Cotton (SC),  Board of trustees (BOT):  Toni DiChiacchio (TD) Crystal Chapman (CC)  Pam Alderman (PA)  Jon Casto (JC)  PAC member: WVNA ED- Julie Huron | | Call to order | SC, JW, BB, AN, | 5/1/2018 | | | 5/1/2018 |
| Chair Report | SC & JW welcome/ report- history of PAC | none | | JW & SC | 6/2/2018 | | | 6/22018 |
| PAC retreat | SC- host house |  | | SC | 6/2/2018 | | | 6/2/2018 |
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| **PAC membership:** | Beth and Julie | BOT minimum of 9-  established members –  3 PAC BOD  Toni as the WVNA president  Sam as past PAC chair  Deb C., District leader chair-confirmed by J H  Appointed by WVNA: Pam Alderman, Heather Tully, Crystal Chapman, and Jon Casto | | | | 5/1/2018 |  | Meet 6/2/2018 |
| **PAC Questionnaire & cover letter** | BB, JH, and JW | Will distribute for PAC coordination.  Need to expand return date to 6/30/2018 | | | | 3/12/2018 |  | 6/15/2018  6/30/2018 |
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| Obtain Candidates list | All- JH/JW |  | 6/2/2018 | 6/16/2018 |
| Treasurers report | AN. JH, JW | 2,2030.35- all bills paid,  Under old tax ID from district- to change banks  Old names off | 6/2/2018 | Removed old officers 6/9/2018 PO & box physical address  Keep at Chase for now |
| HP&L joint committee with WVNA | JH/JW/ TD/AN/DC | New northern Panhandle district 1 , BOT ,  District dinner encourages | 6/2/2018 | WVNA retreat 7/21/2018 |
| score care | SC, JH | Revise at meeting and reviewed | 6/2/2013 | 6/4/2018 |
| Website- 1-43 | JH,- SC, JW | In process, $15.00 month  Domain- paid  WIX.com | 6/1/2018 | 6/15/2018 |
| Face book | JH & SC JW | Information passed JW | 6/2/2018 | 6/2/2018 |
| Twitter | JH, SC, | Information passed JW | 6/2/2018 | 6/2/2018 |

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| PAC bylaws | Reviewed - JH | Request Heather chair | 6/2/2018 | 6/15/2018 |
| budget | At annual meeting -AN |  |  |  |
| Unity day 2019  date 2/19/19-tue.  Dinner- reception | JH, TD | Will need a different format – Culture Center is booked by their own event and there is construction at the Well and Rotunda. Unity Day planning committee will begin meeting for this.  Get sponsors for PAC reception. | TBD | Conjunction with WVNA |
| membership | SC & AN | Will get list and membership  entertain donate button  And levels- levels  Ethics of sponsor | 6/2/2018 | 6/15/2018 |
| Committee of PAC | JW, CC, JC, HT | Committee:  Candidate selection- CC  Bylaws- HT  Nominating- JC | 6/15/2018 | 1/1/2019 |
| Endorsements | CC, JW, JW, all | WV Nurse published 9/10/2018  Questionnaire 6/30/2018  Endorsement by 8/27/2018 |  | To Moira by 8/27 2018 |
| Next meeting |  | 7/3/2018 meeting to review candidates  July 23th 2018 2nd meeting  Final8/7/2018 endorsement plan. |  |  |